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**Heather Lemmon**  
The Real Estate Consultants  
LB Property Management

**Donald R. Duckworth**  
Executive Director

January 10, 2012

Mr. Rick Scott  
Office of the City Clerk  
Special Assessments Division  
200 N. Spring Street  
Room #237  
Los Angeles, CA 90012

Re: Executed Agreement for WTC BID Administration 2012-21

Dear Mr. Scott:

Transmitted herewith is the WBIA's Agreement for BID administration as adopted on at the Regular Meeting of November 20, 2011. Please process it for execution by the City.

As we may answer any questions or provide any additional assistance, please contact me.

Sincerely,

Donald R. Duckworth  
Executive Director

C: Paul Makowski, Office of the City Clerk